

CONTNUED CERTIFICATE OF OCCUPANCY SAMPLE WAIVER LETTER

A COMPARABLE LETTER MUST BE SUBUITTED BY THE BUYER'S ATTORNEY ON

LAW FIRM LETTERHEAD

(Date)

Mr. Thomas Paun, Construction Official  
Township of North Brunswick  
710 Hermann Road  
North Brunswick, NJ 08902

RE: (Buyer's name FROM Seller's name)  
(Property Address)

Dear Mr. Paun:

Please be advised that I represent the buyer(s), \_\_\_\_\_,  
for the purchase of the above referenced property.

The seller's, \_\_\_\_\_, is/are unwilling to apply and satisfy  
the Continued Certificate of Occupancy (CCO) as required by the municipality for closing  
on the sale of the home.

Therefore, the buyer(s,) \_\_\_\_\_, is/are accepting  
responsibility to apply for and secure the CCO.

The buyer is accepting responsibility for compliance with all codes and ordinances  
including obtaining all applicable construction permits and approvals pursuant to  
municipal requirements and the Uniform Construction Code (UCC). Making repairs and  
bringing to compliance outstanding permits and inspection failures is the only work that  
may be done prior to the issuance of the CCO. Other than minor work, If my client is  
renovating the property, it is understood that the home cannot be occupied until the  
issuance of a CCO.

Accordingly, we request that the township grant a waiver for the requirement of a CCO  
prior to closing to provide additional time to correct outstanding code issues.

(Attorney name and signature)

(Buyer's name and signature with Notary Public)

